

**MINUTES OF POLICE AND FIRE COMMISSION
MEETING OF NOVEMBER 21, 2019**

4:00 p.m.

Our Parks Conference Room (203 South Farwell St)

MEMBERS PRESENT: Daniel Kincaid, Stephanie Finn, Disa Wahlstrand, Dennis Pope

MEMBERS ABSENT: Selika Ducksworth-Lawton

STAFF PRESENT: Police Chief Gerald Staniszewski
Fire Chief Chris Bell
Human Resources Director Victoria Seltun
Deputy Chief Jon Schultz
Deputy Chief Matt Jaggar

OTHERS PRESENT: Attorney Tim Hawks
Union President Tony Hennings
Andrew Robinson
Tony Biasi
Shawn Willi
Tate Roselius

The Commission convened in open session at 4:00 p.m. Meeting was called to order by President Daniel Kincaid. President Kincaid asked if there were any corrections or additions to the minutes of the Police and Fire Commission meetings held September 19th and October 16th. No corrections or additions were noted, and the minutes stand approved as circulated.

Previously approved updates to the PFC Policies and Procedures Manual were given to the Commissioners for reference and to amend their current handbooks. Discussion was held.

Chief Staniszewski provided a personnel update. The Police Department currently has four openings, with an additional retirement/vacancy occurring in January. Five candidates from the current eligibility list are in background investigations. On December 30th there will be a Police Officer Swearing-In Ceremony; the Commission is welcome to attend.

Chief Staniszewski provided an operational update, as well. Discussions between community groups and the Police Department are underway in regards to the anticipated presidential candidate visits to the community next year. The department is working to coordinate efforts, security, and recouping costs for the visits. A murder trial that took place locally has garnered attention from the TV Show, 48 Hours. The show is in town interviewing police officers, walking the crime scene, etc. for the Ezra McCandless case. Chief Staniszewski also mentioned that the Police Department will be applying for a grant to update the Communication Center so that citizens can communicate with the Telecommunicators via text. The funding from the grant will help update the technology.

This is Chief Staniszewski's last Police & Fire Commission Meeting. He took a few minutes to thank the Police & Fire Commission members for their service and support. President Kincaid thanked him in return for his service.

Chief Bell provided a personnel update. The Fire Department had a resignation recently, and they currently have five vacancies, however, there are two conditional offers of employment out to candidates and a potential third one in the works.

Chief Bell recommended Battalion Chief Matt Jaggar for promotion to Deputy Chief. Discussion was held. Commissioner Wahlstrand made a motion, seconded by Commissioner Pope, and passed unanimously, to approve the promotion of Battalion Chief Jaggar to Deputy Chief, effective November 22, 2019.

Chief Bell proposed changes to the Fire Department Promotional Qualifications. A discussion was held regarding the current qualifications and the Chief's request for changes to the PFC Policies and Procedures Manual with respect to the Promotional Qualifications. Commissioner Finn made a motion to approve the proposed Amendment of Article VII as proposed by Chief Bell, seconded by Commissioner Wahlstrand, and passed unanimously.

President Kincaid reminded Commissioners that they may allow others to speak at PFC meetings, but it is up to their discretion.

Chief Bell proposed changes to Article VI of the PFC Policies and Procedures Manual. A discussion was held regarding a residency preference for entry level personnel and eligibility lists. Attorney Tim Hawks and Union President Tony Hennings spoke on behalf of the Fire Union. A binder with additional information was handed out by the Union and given to the Commissioners. The contents are attached and constitute a portion of these minutes. Commissioner Pope made a motion to add local residency as a "desired" qualification to the 2020 Fire Department application, seconded by Commissioner Wahlstrand, and passed unanimously. The residency preference issue has been tabled until the next regularly scheduled meeting.

At 5:20 p.m., a motion was made by Commissioner Finn, seconded by Commissioner Wahlstrand, and passed by unanimous roll call vote to go into closed session to discuss the Police Chief recruitment.

Chief Staniszewski, Chief Bell, Deputy Chief Jon Schultz, Deputy Chief Matt Jaggar, Attorney Tim Hawks, Union President Tony Hennings, Andrew Robinson, Tony Biasi, Shawn Willi, and Tate Roselius left the meeting at 5:20 p.m.

At 6:06 p.m., a motion was made by Commissioner Wahlstrand, seconded by Commissioner Pope, and passed unanimously to move into open session.

President Kincaid asked if there are any future agenda items. Discussion of residency preference will be continued in January.

Motion was made by Commissioner Pope to adjourn the meeting, seconded by Commissioner Finn, and the meeting adjourned at 6:12 p.m.

The next regularly scheduled Police and Fire Commission meeting is January 16, 2020.

Minutes recorded by Kelly Shea, Police and Fire Commission Secretary.